



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://cao.lacounty.gov>

DAVID E. JANSSEN
Chief Administrative Officer

February 6, 2007

To: Supervisor Zev Yaroslavsky, Chariman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

**DEPARTMENT OF HUMAN RESOURCES MANAGEMENT APPOINTMENT OF NEW
HIRE EXCEEDING CONTROL POINT**

Consistent with the August 4, 1998 Board-approved policy on managerial salaries, we have reviewed and recommend Board approval of the attached Department of Human Resources' request to appoint Dr. Bruce Davis to the position of Human Resources Manager with a salary of \$10,833 monthly and/or \$130,000 annually. The requested salary would place Dr. Davis within the third quartile of Range 13 and is above the Control Point of \$122,688 annually.

Dr. Davis will fill a budgeted and vacant Human Resource Manager position and will be responsible for the Human Resources Departmental Support Division. This Division is primarily comprised of professional staff responsible for: providing technical guidance to other County departments in the areas of personnel operations, recruitment and selection; monitoring the administration of the Delegated Examination; conducting examination compliance reviews; and coordinating the development and implementation of Countywide human resource policies for inclusion in the Policies, Programs and Guidelines Manual. The Division also conducts special audits of personnel practices and investigates claims of unfair and/or inappropriate personnel practices.

The candidate's professional and technical credentials include a Doctorate and Master's Degree in Industrial/Organizational Psychology from Louisiana State University and over ten years' experience providing human resource services for many public sector clients throughout the United States and Canada. Dr. Davis' professional experience

Each Supervisor
February 6, 2007
Page 2

includes: development of a performance management system; completion of classification and compensation studies; development of training and retention programs; and participation in discipline grievance and arbitration hearings.

Based upon the information provided by the Department, we recommend the approval of this request. In accordance with the policy on managerial salaries, please advise this office if you would like this request placed on an upcoming agenda for Board action. Unless otherwise instructed by February 20, 2007, we will authorize the Department to proceed with this appointment.

Please contact me, or your staff may contact Veronica Cox of my staff at (213) 974-4366 if you require additional information.

DEJ:DL:SK
DD:VC:kd

Attachment

c: Department of Human Resources

Bruce Davis.bm.doc



COUNTY OF LOS ANGELES

DEPARTMENT OF HUMAN RESOURCES


HEADQUARTERS
579 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-2406 FAX (213) 621-0387

BRANCH OFFICE
3333 WILSHIRE BOULEVARD • LOS ANGELES, CALIFORNIA 90010
(213) 738-2222 FAX (213) 637-0820

MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

January 30, 2007

To: David E. Janssen
Chief Administrative Officer

From: Michael J. Henry 
Director of Personnel

Subject: **MAPP APPOINTMENT FOR DR. BRUCE DAVIS**

This is to request approval to hire Dr. Bruce Davis at the third quartile of the MAPP Range 13, at an annual salary of \$130,000. He will be filling a vacant Human Resources Manager position in charge of the Human Resources Support Division.

Dr. Davis' professional and technical credentials include a Doctorate Degree and a Master's Degree in Industrial/Organizational Psychology from Louisiana State University. His professional experience includes: development and management of a performance management system; completion of classification and compensation studies; development of training and retention programs; and participation in discipline, grievance and arbitration hearings. He is currently the Director of the State Government Consulting Projects for PSI based in Burbank where he manages contract services to state agencies nationwide and assists in managing the company's human resources functions.

In 2003, while employed by Cooperative Personnel Services (CPS), a California Joint Powers Agency, Dr. Davis was instrumental in securing the contract to provide human resource services to the Transportation Security Administration. In that capacity, he coordinated the efforts of seven organizations, conducted organizational studies, and developed staffing models, recruitment strategies and hiring plans.

His qualifications and education will provide leadership and guidance in the development of human resources policies and guidelines, and identify and implement human resource best practices.

To Enrich Lives Through Effective and Caring Service

David E. Janssen
January 30, 2007
Page 2

Dr. Davis will also be a part of DHR's strategic planning efforts to serve other departments more effectively.

The requested salary is commensurate with his overall credentials. A copy of his current paystub is attached. If you have any questions or need additional information, please call me or your staff may call Amylen D. Clarke at (213) 974-2515.

MJH:ADC
tdb

Attachment

NOTED AND APPROVED:

David E. Janssen
Chief Administrative Officer

Date